

# **STAFFORD COUNTY SCHOOL BOARD**

## **Agenda Consideration**

**TOPIC:** Approval of Minutes

**ITEM NO:** 3A

**PREPARED BY:** Gloria Anzalone Shelton  
Clerk of the Board

**MEETING:** July 13, 2004  
**ACTION DATE:** July 13, 2004

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**ACTION REQUESTED BY THE SUPERINTENDENT:** Approval of minutes.

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**KEY POINTS:**

Attached are the minutes to the June 15, 2004 School Board meeting.

**SCHOOL BOARD GOAL:**

**FUNDING SOURCE:** NA

**AUTHORIZATION REFERENCE:** Bylaw 1-38.5

**MINUTES OF THE REGULAR MEETING OF THE STAFFORD COUNTY SCHOOL BOARD HELD JUNE 15, 2004, 7:00 P.M., AT THE ALVIN YORK BANDY ADMINISTRATIVE COMPLEX. THE FOLLOWING MEMBERS WERE PRESENT: THOMAS VILLACRES, KAREN ZINK, ROBERT BELMAN, VICE CHAIRMAN, PATRICIA HEALY, CHAIRMAN, DANA REINBOLDT, AND ROBERT HUNT, JEAN S. MURRAY, SUPERINTENDENT, AND GLORIA ANZALONE SHELTON, CLERK OF THE BOARD.**

The Chairman called the meeting to order and led the Pledge of Allegiance, followed by an invocation.

**Approval of Agenda**

**MOTION MADE BY MR. VILLACRES AND SECONDED BY MS. REINBOLDT THAT THE SCHOOL BOARD APPROVE THE AGENDA, AS PRESENTED. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MR. BELMAN, MS. REINBOLDT, MR. HUNT, AND MS. HEALY. MOTION CARRIED UNANIMOUSLY.**

**SPECIAL PRESENTATIONS**

Laurie Wideman presented the annual report of the Citizens Advisory Committee; Tom Coen presented the annual report of the Long-Range Advisory Committee, and Randy Young presented the annual report of the Gifted & Talented Advisory Committee.

**CITIZENS COMMENTS**

Cathy Cividanes addressed the Board concerning problems encountered at the Brooke Point High School graduation ceremony.

**REPORT OF THE SCHOOL BOARD**  
**Student Matters - Discipline Committee**

Prior to the School Board meeting, a committee of the Board met to consider student disciplinary matters. In action taken, the committee

- \* Expelled Student "A" from Stafford County Public Schools and authorized the student to apply to attend the Regional Alternative Education Program.
- \* Expelled Student "B" from Stafford County Public Schools and authorized the student to apply to attend the Regional Alternative Education Program.

**Committee Reports** (None)

**Comments**

Board members thanked advisory committee members for agreeing to serve and giving their time to improve education for students in Stafford. Ms. Zink noted the



success of Dare Day held at Pratt Park. She also expressed thanks for the Hartwood Elementary School's fifth grade graduation ceremony held at Stafford High School. Mr. Belman congratulated the 2004 graduates. He also stated that business and community partnerships, like the Adopt-A-Classroom program, could be further explored as a part of the Citizens Budget Advisory Committee. Ms. Healy noted that Garrisonville Elementary School's fifth grade also participated in a graduation ceremony.

## **REPORT OF THE SUPERINTENDENT**

### **Comments**

Dr. Murray noted that just under 1600 seniors graduated this year, the largest class to date. Dr. Murray reported on an accident at the Central Garage facility which destroyed the pump island used to fuel county vehicles. She stated that the Board of Supervisors reviewed the Hartwood Elementary School water issues and found that it was not feasible at this time to connect the school to county water. The superintendent did state that we will explore other avenues to include the construction of a third water reservoir and will report back to the School Board by early September. Dr. Murray presented an interim report on the work of the Youth Driver Task Force.

## **CONSENT AGENDA**

Mr. Belman requested that Items 8V and 8X be removed from the Consent Agenda so that these items could be discussed.

**MOTION MADE BY MR. BELMAN AND SECONDED BY MR. HUNT THAT THE SCHOOL BOARD APPROVE THE CONSENT AGENDA, AS REVISED. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MR. BELMAN, MS. REINBOLDT, MR. HUNT, AND MS. HEALY. MOTION CARRIED UNANIMOUSLY.**

The Consent Agenda items were as follows:

- A. Minutes of the May 25, 2004 Meeting
- B. Personnel - Resignations and Appointments
- C. Overnight Field Trips
- D. Religious Exemption
- E. General Liability Insurance Contract
- F. Approval of Adoption and Purchase: Spanish 4
- G. Grocery Food Products - Increase of Blanket Purchase Order
- H. Approval of Tuition Rates - FY2005
- I. Proposed Breakfast/Lunch Prices - FY2005
- J. Award of Contract: Motor Oil, Bid 67042
- K. Award of Contract: Vehicle Parts, Bid 670411
- L. Renewal of Contracts: Goodyear Tires, Bid 78032
- M. Award of Contract: Emergency Vehicle & Heavy Duty Truck Parts
- N. Renewal of Contract: School Bus Recap Tires, Bid 531002



- O. Approval of Contact: Vehicle Parts
- P. Renewal of Contract: Uniform & Mop Rental Service
- Q. Approval of Contract: Replacement of Carpet - 11 Schools FY2005
- R. Textbook Adoption - Technology Education
- S. Vocational Education Foundation 2003 Annual Financial Statement
- T. High School Choral Textbook Adoption
- U. Approval of Purchase: MBES Instructional Technology/Technology Infrastructure
- V. (REMOVED)
- W. Approval of Project Agreement "BOOTS XIV" Vocational Education Foundation
- X. (REMOVED)
- Y. Approval of Purchase: Book Cases-Margaret Brent Elementary School

#### **Stafford High School Door Replacement**

**MOTION MADE BY MR. BELMAN AND SECONDED BY MR. HUNT THAT THE SCHOOL BOARD EXERCISE OPTION 3 AND REBID THE STAFFORD HIGH SCHOOL DOOR REPLACEMENT. VOTING IN FAVOR OF THE MOTION WAS MS. ZINK, MR. BELMAN, MS. REINBOLDT, AND MR. HUNT; VOTING IN OPPOSITION WAS MR. VILLACRES AND MS. HEALY. BY A VOTE OF 4-2, MOTION CARRIED.**

#### **Approval of Roof Contract: Park Ridge Elementary School**

**MOTION MADE BY MR. BELMAN AND SECONDED BY MR. HUNT THAT THE SCHOOL BOARD REBID THE CONTRACT FOR REPLACEMENT OF THE ROOF AT PARK RIDGE ELEMENTARY SCHOOL.**

Mr. Belman withdrew his motion.

**MOTION MADE BY MR. VILLACRES AND SECONDED BY MR. HUNT THAT THE SCHOOL BOARD APPROVE THE AWARD OF A CONSTRUCTION CONTRACT FOR THE ROOF REPLACEMENT AT PARK RIDGE ELEMENTARY SCHOOL IN THE AMOUNT OF \$593,795.00 TO THE LOW, RESPONSIVE BIDDER, POTTEIGER-RAINTREE, INC. OF GLEN ROCK, PA. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MR. BELMAN, MS. REINBOLDT, MR. HUNT, AND MS. HEALY. MOTION CARRIED UNANIMOUSLY.**

Dr. Murray announced the following appointments: Mary Francis George, Assistant Principal at Stafford High School, Rodney Jones, Assistant Principal at Colonial Forge High School, Mary Howlett-Brandon as Assistant Principal at Brooke Point High School, Andrew Bathke as Assistant Principal at Thompson Middle School, James Grayson as Assistant Principal at Stafford Middle School, Lynette Lewis as Assistant Principal at Moncure Elementary School, Doug Schuch as Assistant Principal at Brooke Point High School, Cathy Pearce as Assistant Principal at Stafford Elementary School, and Kristen McKinney-Nash as Assistant Principal at Widewater Elementary School.



## ACTION ITEMS

### Stafford Middle School Redistricting Relief

MOTION MADE BY MR. VILLACRES AND SECONDED BY MS. REINBOLDT THAT THE SCHOOL BOARD APPROVE THE STAFFORD MIDDLE SCHOOL REDISTRICTING RELIEF OPTION 2, AS PRESENTED. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MR. BELMAN, MS. REINBOLDT, MR. HUNT, AND MS. HEALY. MOTION CARRIED UNANIMOUSLY.

### Facility Use Agreement with Parks & Recreation

MOTION MADE BY MR. VILLACRES AND SECONDED BY MS. ZINK THAT THE SCHOOL BOARD APPROVE THE FACILITY USE AGREEMENT WITH PARKS & RECREATION COMMISSION, AS PRESENTED. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MR. BELMAN, MS. REINBOLDT, MR. HUNT, AND MS. HEALY. MOTION CARRIED UNANIMOUSLY.

### Design/Construction-VPPA-ES2006, MS2006 NE, MS2006 SE, HS2006 SE

MOTION MADE BY MS. REINBOLDT AND SECONDED BY MR. VILLACRES THAT THE SCHOOL BOARD PROVIDE APPROVAL TO PURSUE ARCHITECTURAL & ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF ES 2006, MS 2006 NE, MS 2006 SE, AND HS 2006 SE AND APPROVE THE USE OF MARGARET BRENT ELEMENTARY SCHOOL AND GAYLE MIDDLE SCHOOL PROTOTYPES AND DELAY THE NEW HIGH SCHOOL TO 2007. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MS. REINBOLDT, AND MS. HEALY; VOTING IN OPPOSITION WERE MR. BELMAN AND MR. HUNT. BY A VOTE OF 4-2, MOTION CARRIED.

### Elementary 2005: Award of Contract: Architectural/Engineering Services

MOTION MADE BY MR. VILLACRES AND SECONDED BY MS. REINBOLDT THAT THE SCHOOL BOARD APPROVE THE AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR ARCHITECT/ENGINEERING DESIGN SERVICES IN THE AMOUNT OF \$511,300 TO MOSELEY ARCHITECTS FOR THE SITE ADAPT OF THE MARGARET BRENT ELEMENTARY SCHOOL PROTOTYPE DESIGN FOR ES 2005. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MS. REINBOLDT, AND MS. HEALY; VOTING IN OPPOSITION WERE MR. BELMAN AND MR. HUNT. BY A VOTE OF 4-2, MOTION CARRIED.

### ES 2006, 2 MS 2006 - Award of Contract: Architectural/Engineering Services

MOTION MADE BY MR. VILLACRES AND SECONDED BY MS. REINBOLDT THAT THE SCHOOL BOARD APPROVE THE AWARD OF PROFESSIONAL SERVICES

**CONTRACTS FOR ARCHITECT/ENGINEERING DESIGN SERVICES TO MOSELEY ARCHITECTS FOR THE FOLLOWING: SITE ADAPT OF THE MBES PROTOTYPE DESIGN FOR ES 2006 (AUSTIN RIDGE) IN THE AMOUNT OF \$613,500; SITE ADAPT OF THE GAYLE MIDDLE SCHOOL PROTOTYPE DESIGN FOR MS 2006 NE (WIDEWATER AREA) IN THE AMOUNT OF \$917,500; AND SITE ADAPT OF THE GAYLE MIDDLE SCHOOL PROTOTYPE DESIGN FOR MS 2006 SE (GRAFTON VILLAGE) IN THE AMOUNT OF \$794,600. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MS. REINOLDT, AND MS. HEALY; VOTING IN OPPOSITION WERE MR. BELMAN AND MR. HUNT. BY A VOTE OF 4-2, MOTION CARRIED.**

### **INFORMATION ITEMS**

#### **Facilities Naming Requests 2004/05**

The School Board received information on requests to name certain facilities in honor of past employees. Action will be taken at the next meeting.

Mr. Hunt requested that the committee reviewing names for the new high school consider naming it after Ronald Reagan.

#### **Amendment to Policy 7-5: Title IX**

The School Board received information on proposed amendments to Policy 7-5, Title IX. Action will be requested at the next meeting.

#### **Revision to Regulation 7-5: Title IX**

The School Board received information on proposed revisions to Regulation 7-5, Title IX. No action was requested.

#### **Pupil Transportation Update**

The School Board received an update on the Pupil Transportation Plan for Improvement which was initiated in June 2003 as a result of the VASS Study. No action was requested.

#### **Elementary School 2005 Critical Path**

The School Board received information on the construction schedule for ES 2005. No action was requested.

#### **Proposed Revision to R7-32 Code of Student Conduct**

The School Board received information on proposed revisions to R7-32, Code of Student Conduct. No action was requested.



**MOTION MADE BY MR. VILLACRES AND SECONDED BY MS. REINBOLDT THAT THE SCHOOL BOARD REQUEST THE VIRGINIA SCHOOL BOARDS ASSOCIATION TO SEND AN EMAIL ALERT TO SCHOOL DIVISIONS ASKING THAT A COPY OF THEIR RESPECTIVE POLICY ON CELL PHONE USE BY STUDENTS BE FORWARDED TO STAFFORD COUNTY PUBLIC SCHOOLS. VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MR. BELMAN, MS. REINBOLDT, MR. HUNT, AND MS. HEALY. MOTION CARRIED UNANIMOUSLY.**

**CLOSED SESSION**

**Motion: Mr. Villacres**

**Second: Ms. Zink**

**Pursuant to Section 2.2-3711 (a) of the Code of Virginia, I move that the Board convene a closed meeting for the purpose of discussing the following specific matter(s) in agenda items 6B and 6C:**

**To discuss possible land acquisition, as authorized by Section 2.2-3711 (a) (3); and To discuss personnel matters, as authorized by Section 2.2-3711 (a) (1).**

**Voting in favor of the motion were Mr. Villacres, Ms. Zink, Mr. Belman, Ms. Reinboldt, Mr. Hunt, and Ms. Healy. Motion carried unanimously.**

**The School Board reconvened into open session.**

**MOTION MADE BY MR. VILLACRES AND SECONDED BY MS. REINBOLDT THAT THE SCHOOL BOARD AMEND THE TRADITIONAL CONTRACT WITH PROFESSIONAL PERSONNEL FOR ASSISTANT SUPERINTENDENTS BY ADDING THE FOLLOWING SPECIAL COVENANTS TO ITEM 16:**

**A. EMPLOYEE SHALL RECEIVE A CAR ALLOWANCE OF FIVE HUNDRED DOLLARS (\$500) PER MONTH AS COMPENSATION FOR TRAVEL RELATED TO SCHOOL BUSINESS. THIS IS CONSIDERED SALARY AS REQUIRED BY THE IRS AND WILL BE PAID IN EQUAL INSTALLMENTS.**

**B. STAFFORD COUNTY PUBLIC SCHOOLS WILL PAY FOR HEALTH INSURANCE, AS SELECTED BY THE EMPLOYEES, AS PER POLICY 5-33.**

**C. ALL FULL-TIME CONTRACTED EMPLOYEES ARE REQUIRED TO ENROLL IN THE VIRGINIA RETIREMENT SYSTEM (VRS). FOR THE 2004-05 SCHOOL YEAR, THE STAFFORD COUNTY SCHOOL BOARD WILL PAY THE EMPLOYEES' SHARE OF THE VRS.**

**VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MR. BELMAN, MS. REINBOLDT, MR. HUNT, AND MS. HEALY. MOTION CARRIED UNANIMOUSLY.**



**MOTION MADE BY MR. VILLACRES AND SECONDED BY MS. REINBOLDT THAT THE SCHOOL BOARD AMEND THE SUPERINTENDENT'S CONTRACT EFFECTIVE JULY 1, 2004 AS FOLLOWS:**

**III. INCREASE THE ANNUAL SALARY TO \$129,700 FOR THE FISCAL YEAR JULY 1, 2004 THROUGH JUNE 30, 2005. THE ANNUAL SALARY WILL BE PAID IN EQUAL MONTHLY INSTALLMENTS IN ACCORDANCE WITH THE STANDARD POLICY OF THE BOARD GOVERNING PAYMENT OF PROFESSIONAL STAFF MEMBERS IN THE SCHOOL DIVISION.**

**V. INCREASE CAR ALLOWANCE FROM \$500 TO \$600 PER MONTH. THIS IS CONSIDERED SALARY AS REQUIRED BY IRS AND PAID IN EQUAL INSTALLMENTS IN EACH PAY PERIOD AS PART OF THE SUPERINTENDENT'S ANNUAL SALARY.**

**VI(g) MAKE A LUMP SUM PAYMENT NOT TO EXCEED \$5300 DIRECTLY TO SALLIE MAE SERVICING, P.O. BOX 9500, WILKES BARRE, PA., 18773-9500 WHICH COMPLETES PAYMENT OF A PRIVATE COLLEGE LOAN INCURRED DURING ACADEMIC WORK ON DOCTORATE AT HARVARD UNIVERSITY.**

**VOTING IN FAVOR OF THE MOTION WERE MR. VILLACRES, MS. ZINK, MR. BELMAN, MS. REINBOLDT, MR. HUNT, AND MS. HEALY. MOTION CARRIED UNANIMOUSLY.**

**Certification of Closed Meeting**

**Whereas, the Stafford County School Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act, and**

**Whereas, Section 2.2-3711 of the Code of Virginia requires certification by this School Board that such closed meeting was conducted in conformity with Virginia law;**

**Now, therefore, be it resolved, that the Stafford County School Board hereby certifies that, to the best of each member's knowledge, (I) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered.**

**Motion: Mr. Villacres**

**Second: Mr. Hunt**

**Voting in favor of the motion were Mr. Villacres, Ms. Zink, Mr. Belman, Mr. Hunt, Ms. Reinboldt, and Ms. Healy. Motion carried unanimously.**

**ADJOURNMENT**

**The Chairman adjourned the meeting.**